



# **Rio Arriba County Detention Center (RACDC) POLICY 052: INMATE DEATH**

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The Rio Arriba County Detention Facility shall have procedures to follow in the event that an inmate death is discovered within the facility. Procedures are needed to:

- a. preserve the scene;
- b. notify proper authorities;
- c. thoroughly investigate the incident;
- d. notify the next of kin;
- e. complete reporting requirements.

Procedure:

## **Death By Hanging:**

1. The staff person discovering the death shall immediately call for assistance if the person found is hanging.
2. Personnel shall immediately cut the material used for the hanging above the knot to try to preserve the knot.
3. First aid and CPR shall commence immediately on the person found hanging.

## **Discovery of Death Not By Hanging:**

1. The staff discovering the death shall notify the control officer and administer first aid and CPR procedures.
2. Assisting officers shall secure the scene and law enforcement shall be contacted.
3. All inmates will be placed in lock down status.
4. Law enforcement shall investigate the cause of death.
5. Proper emergency medical staff will be contacted.
6. The Office of the Medical Investigator shall be contacted and asked to respond to the scene.
7. All visitors will be asked to remain in the lobby.



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8. No one shall be allowed to leave the facility until investigators have interviewed everyone.
9. The control officer shall be notified as to who is permitted to enter or exit the facility.
10. Detention staff shall accurately record all activities taking place.
11. The administrator shall notify the next of kin as soon as possible.
12. Once the immediate investigation of the death is complete, the administrator shall:
  - a. restore the facility to normal operating conditions;
  - b. permit detained visitors and personnel to leave the facility;
  - c. assure that all documentation is turned in.
13. The administrator shall submit a written report to the County Manager and to the presiding judge as soon as possible that will include:
  - a. inmate's name, age, and address;
  - b. reason and authority for the incarceration of the inmate;
  - c. cause of death if known;
  - d. date and time that the death was discovered and by whom;
  - e. names of all detention staff working at the time of the death;
  - f. any other information that is obtained.